

At 5:05 pm a Motion to enter Executive Session to discuss pending litigation Farrington and Peters, potential litigation with the Town of Plattsburgh, to discuss signing a contract with regard to license of real property the publicity of which would substantially impact the value there of and the matter of personnel issues involving a particular person.

By Councilor Kretser; Seconded by Councilor Kelly

Roll call: Roll call: Councilors Armstrong, Kelly, Dowdle, McFarlin, Kretser

(All voted in the affirmative)

Returned: 6:08 pm

Returned from Executive Session discussed pending litigation Farrington and Peters, potential litigation with the Town of Plattsburgh, to discuss signing a contract with regard to license of real property the publicity of which would substantially impact the value there of and the matter of personnel issues involving a particular person.

During executive session the council authorized Mayor Read to sign contract with Possible Productions, which was confidential at request of permit holder and involved lease/license of land which publicity would affect the value. The contract is made part of the minutes of this meeting.

By Councilor Kretser; Seconded by Councilor McFarlin

Roll call: Councilors Armstrong, Kelly, Dowdle, McFarlin, Kretser

(All voted in the affirmative)

REGULAR MEETING OF THE COMMON COUNCIL OF THE CITY OF PLATTSBURGH, NEW YORK

March 1, 2018

5:30 P.M.

MINUTES

Pledge of Allegiance

(RC)

Present: Mayor Colin Read, Councilors Rachelle Armstrong (W1) [*participated via Skype*], Mike Kelly (W2), Dale Dowdle

(W3), Patrick McFarlin (W5), Joshua Kretser (W6)

Absent: Councilor Peter Ensel (W4)

MAYOR'S COMMENTS: Spoke about flooding that has happened this winter.

1. MINUTES OF THE PREVIOUS MEETING:

RESOLVED: That the Minutes of the Regular Meeting of the Common Council held on February 22, 2018 are approved and placed on file among the public records of the City Clerk's Office.

By Councilor Kelly; Seconded by Councilor Dowdle

(All in Favor/opposed)

Roll call: Councilors Armstrong, Kelly, Dowdle, McFarlin, Kretser

(All voted in the affirmative)

2. PAYROLLS OF VARIOUS DEPARTMENTS:

RESOLVED: That the payrolls of the various Departments of the City of Plattsburgh for the week ending February 28, 2018 in the amount of \$ 460,814.97 are authorized and allowed and the Mayor and the City Clerk are hereby empowered and directed to sign warrants drawn on the City Chamberlain for the payment thereof.

By Councilor Kretser; Seconded by Councilor Dowdle

(All in Favor/opposed)

Roll call: Councilors Armstrong, Kelly, Dowdle, McFarlin, Kretser

(All voted in the affirmative)

3. REPORTS OF CITY OFFICES & COMMITTEE REPORTS:

- Report from the Building Inspector's office for the week of February 19 – 23, 2018
- Minutes from the Public Safety Committee held on February 22, 2018

• COUNCILOR/DEPARTMENT CHAIR COMMITTEE REPORTS:

Governance, Strategy, and City Operations- Chair Councilor Kretser indicated they had the committee meeting prior to this meeting. Discussed: Taxi fares, 2 Events, Street Drives, Info Booth, Plattsburgh Farmers Market and Lake Forest request, Saranac River Trail, request to accept parking study.

City Infrastructure – Chair Councilor Ensel is absent so no report.

Finance and Budget – Chair Councilor Kelly no report. Next meeting in 2 weeks

Public Safety – Chair Councilor Dowdle met last week. Topics were active shooter protocols for Police and Fire Departments, Fire Department process for ambulance fees billing, Police Department spoke about narcotics in the City of Plattsburgh

Plattsburgh Public Library – Chair Councilor Armstrong attended last Tuesday's meeting and she will give report next week.

MLD - MLD Board President Councilor Ensel

RESOLVED: That the reports as listed are hereby ordered received and any written reports are placed on file among the public records of the City Clerk's Office.

By Councilor Kretser; Seconded by Councilor Kelly

(All in Favor/opposed)

Roll call: Councilors Armstrong, Kelly, Dowdle, McFarlin, Kretser

(All voted in the affirmative)

4. **CORRESPONDENCE OR RECOMMENDATIONS FROM BOARDS:** **None**

5. **AUDIT OF CLAIMS:**

RESOLVED: That the bills Audited by the Common Council for the week ending March 2, 2018 in the amount of **\$ 480,158.40** are authorized and allowed and the Mayor and City Clerk are hereby authorized and directed to sign warrants drawn on the City Chamberlain for the payment thereof.

By Councilor Kelly; Seconded by Councilor Dowdle

(All in Favor/opposed)

Roll call: Councilors Armstrong, Kelly, Dowdle, McFarlin, Kretser

(All voted in the affirmative)

6. **PERSONS ADDRESSING COUNCIL ON AGENDA ITEMS ONLY:** **None**

7. **OTHER ITEMS:**

A. RESOLVED: In accordance with the request therefore the Common Council approves Virginia Brady to hold the 5k Forward for Recovery at the Plattsburgh City Beach on Saturday June 9, 2018 with proceeds to benefit the Champlain Valley Family Center.

By Councilor Kelly; Seconded by Councilor McFarlin

Discussion: None

Roll call: Councilors Armstrong, Kelly, Dowdle, McFarlin, Kretser

(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

B. RESOLVED: In accordance with the request therefore the Common Council approves the Plattsburgh Farmers and Crafters Market group to manage the Farmers Market for the 2018 market season from May 12 - October 6, 2018. Signed Licenses agreement, fee and insurance proof is required.

Motion to Table

By Councilor Kretser; Seconded by Councilor Armstrong

Discussion: None

Roll call: Councilors Armstrong, Kelly, Dowdle, McFarlin, Kretser

(All voted in the affirmative)

ACTION TAKEN: Tabled

Follow up Action: None

C. RESOLVED: In accordance with the request therefore the Common Council approves 2018 Street Drives.

By Councilor Kelly; Seconded by Councilor Dowdle

Discussion: None

Roll call: Councilors Armstrong, Kelly, Dowdle, McFarlin, Kretser

(All voted in the affirmative)
ACTION TAKEN: Adopted
Follow up Action: None

D. RESOLVED: In accordance with the request therefore the Common Council authorizes the Mayor to sign a License Agreement with Lake Forest Senior Living Community Inc to enter City of Plattsburgh property located on Ohio Avenue and Nevada Oval adjacent to the property owned by Lake Forest to remove scrub brush, intermittently clear young poplars and raise the canopy of mature trees located on the property paralleling that of Lake Forest (hereafter "Tree Line Work"). The intent is to create window views of the lake while avoiding clear cutting and also avoiding removing any trees which may cause erosion of the lake shore area, banks, or impact the structural integrity of the rail lines.

Motion to waive reading and move the resolution

By Councilor Kretser; Seconded by Councilor Armstrong
Discussion: None
Roll call: Councilors Armstrong, Kelly, Dowdle, McFarlin, Kretser
(All voted in the affirmative)
ACTION TAKEN: Adopted
Follow up Action: None

E. RESOLVED: In accordance with the request therefore the Common Council approves City Clerk to advertise for 2018 Info Booth lease.

By Councilor Kretser; Seconded by Councilor McFarlin
Discussion: None
Roll call: Councilors Armstrong, Kelly, Dowdle, McFarlin, Kretser
(All voted in the affirmative)
ACTION TAKEN: Adopted
Follow up Action: None

F. Whereas, on July 6, 2017, the Common Council approved a resolution to allow Friends of the Saranac River Trail to place and install between two (2) to five (5) public sculptures on City property at no cost to the City.

Now therefore, be it resolved, that the Mayor is hereby authorized to sign a Memorandum of Understanding with the Friends of the Saranac River Trail in furtherance of the aforementioned resolution.

By Councilor Kretser; Seconded by Councilor Kelly
Discussion: None
Roll call: Councilors Armstrong, Kelly, Dowdle, McFarlin, Kretser
(All voted in the affirmative)
ACTION TAKEN: Adopted
Follow up Action: None

G. RESOLVED: In accordance with the request therefore the Common Council approves Adirondack

Coast Events and Fleet Feet to change the route of the Shamrock Shuffle 5k (approved by Council on 02-01-18) to start and finish at Valcour Brewing Company on March 17 with race beneficiary to be Foundation of CVPH.

By Councilor McFarlin; Seconded by Councilor Kelly

Discussion: None

Roll call: Councilors Armstrong, Kelly, Dowdle, McFarlin, Kretser

(Councilors Armstrong, Kelly, Dowdle and McFarlin voted in the affirmative. Councilor Kretser abstained)

ACTION TAKEN: Adopted

Follow up Action: None

H. RESOLVED: In accordance with the request therefore the Common Council approves accepting the February 2018 Parking Study report by Carl Walker, Inc.

By Councilor Kelly; Seconded by Councilor Dowdle

Discussion: Yes

Roll call: Councilors Armstrong, Kelly, Dowdle, McFarlin, Kretser

(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

I. INTRODUCE LOCAL LAW P-3 OF 2018 A local law adding §270-28-J under Chapter 270, Article V, Supplementary Regulations of the City Code of the City of Plattsburgh. A local law imposing a moratorium on commercial cryptocurrency mining operations in the City of Plattsburgh.

By Mayor Read

Public Hearing Date set by Mayor: Thursday, March 15, 2018 at 5:00pm

Mayor Read indicated this is to allow us time to explore various issues related to this. Some of the concerns are health and safety as well as increase in power usage.

8. TRAVEL REQUEST: None

9. RESOLUTIONS FOR INITIAL CONSIDERATION: None

10. NEW BUSINESS AND COUNCILOR REPORTS:

MAYOR READ HANDS DOWN THE PROVISIONAL APPOINTMENT OF DIRECTOR OF COMMUNITY DEVELOPMENT TO MATTHEW MILLER AT RANGE 9, STEP 7 PENDING CIVIL SERVICE REVIEW EFFECTIVE MARCH 2, 2018 PENDING CIVIL SERVICE REVIEW.

Roll call: Councilors Armstrong, Kelly, Dowdle, McFarlin, Kretser
(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

11. CLOSING PUBLIC COMMENTS ON ANY TOPIC:

Unidentified Speaker spoke about the administration's handling of finances and budget.

Unidentified Speaker spoke about Durkee Parking study and making Plattsburgh a sanctuary city.

Motion to Adjourn by Councilor Kretser; Seconded by Councilor Kelly

Roll call: Councilors Armstrong (*excused herself via Skype at 6:32pm*), Kelly, Dowdle, McFarlin, Kretser

(All voted in the affirmative)

MEETING ADJOURNED: 6:33 pm

REVOCABLE PERMIT

This revocable permit is made this 2nd day of March, 2018 by and between the City of Plattsburgh, a municipal corporation with offices in City Hall, Plattsburgh, NY 12901 and:

Hyo Park
Possible Productions, INC.
c/o Kaufman Astoria Studios
34-37 36th Street, 2nd Floor
Astoria, New York 11106
718.706.4700

who is the permit holder or the permit holder's authorized representative, hereinafter referred to as "the Permit holder". In consideration of the mutual exchange of promises set forth herein, it is agreed between the parties as follows:

1- PREMISES/ACTIONS: The City permits to the permit holder to use various streets and parking spaces in downtown City of Plattsburgh, with associated traffic diversions, and traffic control devices; and also permits the temporary power-down of specific street lights and temporary removal of specific street signs, which actions are more specifically described on the "letter of intent" and map attached hereto as Appendix A, under the following conditions:

2- TERM:

FILM DAYS:

Monday, March 5, 2018 4A-11:59P

The term of this permit expires at the end of the above term. If the permit holder fails to vacate the permitted premises on or before the expiration of this permit, the City may remove the permit holder's property from the premises and the permit holder will pay the City all costs incurred in removing and storing said property plus the sum of five hundred dollars (\$500) per day for each day or part of a day that the permit holder's or the permit holder's subcontractors' property remains on the premises after the expiration of the permit term.

3- DESCRIPTION OF EVENT: The premises are permitted for use for the sole purpose of holding the event described as **Escape from Dannemora Filming**. The City reserves the right to require additional information about the activity, and may require that the permit holder provide additional information at any time. The permit holder agrees that it will not represent in any way, expressly or by implication, that the City warrants the authenticity, value, or condition of any goods or services that may be sold or displayed. The permit holder is solely responsible for all material supplies and staff, other than specific city staff described herein, needed to hold the activity.

4- DONATION: The permit holder has offered to make a donation to the City of Plattsburgh in the amount of **\$5,000**. This donation and any other fees and charges due under this agreement shall be paid in US Funds by check or cash within 30 days of permit completion. Checks should be made payable to "THE CITY OF PLATTSBURGH". It should be delivered or mailed to:

Colin Read
C/o City Hall
41 City Hall Place
Plattsburgh, NY 12901

The permit includes routine water, electricity and basic trash removal.

5- REFUSE DISPOSAL: All routine refuse must be disposed in the City's containers, and must be sorted in accordance with the City's waste recycling requirements. Any refuse that does not meet these requirements, which the permit holder does not remove at the expiration of the permit, or requests the City to remove, shall be subject to an additional charge. If deemed necessary the City may require Permit holder to provide additional refuse removal service (s).

6- CITY LABOR CHARGES: If the permit holder requires the services of any additional City employees, the City shall provide these services to the permit holder at the prevailing wage and the permit holder hereby agrees to pay for these services promptly upon receipt of the City's bill, prior to vacating the permitted premises.

7- UNIONS: If the permit holder's show or event is subject to any union contract requirements, the permit holder agrees to inform the City in writing of such requirements and to abide by the terms of such contracts.

8- CITY SERVICES AND PERMIT HOLDER ACTIVITIES;

- a) City Police, in coordination with Permit Holder, will perform traffic diversions pursuant to the "letter of intent" and map attached hereto as Exhibit A on March 5, 2018. In addition the City Police performed traffic diversions for the permit holder on February 28, 2018. The average hourly cost for a police officer for this detail will be \$73.39 per hour, including fringe benefits and it is anticipated there will be 42 hours of police officer services for March 5, 2018 and 4 hours of police services for the work performed on February 28, 2018 for a total of 46 hours (approximate total \$3,375.94). City Police would be used to control traffic and funnel thru-traffic. Costs for City Police services may be slightly lower or higher depending on specific officers called in. All costs will be reimbursed by permit holder. Permit Holder will be invoiced by the City Police Department within seven days of completion of work. Payment must be remitted by Permit Holder within 30 days of receipt of invoice. Coordination with City Police must be done through Police Lieutenant Brad Kiroy, 518-536-7580, kiroyb@plattsburghpd.com. All City Police payments must be made out to "City of Plattsburgh" and can be mailed or delivered to: Lt. Bradley R Kiroy, Plattsburgh Police Department, 45 Pine Street, Plattsburgh, NY 12901.
- b) Municipal Lighting Department, in coordination with Permit Holder will address lighting needs on South Platt Street as per below for event term, as described in the "letter of intent." Expenses for MLD services are outlined in Appendix B. All costs will be reimbursed by permit holder. Permit Holder will be invoiced by the Municipal Lighting Department within seven days of completion of work. Payment must be remitted by Permit Holder within 30 days of receipt of invoice. All MLD payments must be made out to "City of Plattsburgh Municipal Lighting Department" and can be mailed or delivered to: William Treacy, Municipal Lighting Department, 6 Miller Street, Plattsburgh, NY 12901. Coordination with MLD must be done through Bill Treacy, MLD Manager, 518-726-6523, treacyw@cityofplattsburgh-ny.gov.
- c) The Department of Public Works, in coordination with Permit Holder will address other miscellaneous needs as requested in the "letter of intent" for the duration of the Permit. The average hourly cost for a DPW employee for this detail will be \$162.00 per hour, including equipment and barricade rental and installation, overtime and fringe benefits and it is anticipated there will be 18 hours of DPW services for March 5, 2018 for an approximate total of \$2,916.00. All costs will be reimbursed by permit holder. Permit Holder will be invoiced by the DPW within seven days of completion of work. Payment must be remitted by Permit Holder within 30 days of receipt of invoice. All City Police payments must be made out to "City of Plattsburgh" and can be mailed or delivered to: Mike Brodi, City of Plattsburgh DPW, 215 Idaho Ave, Plattsburgh, NY 12903. Coordination with the DPW must be done through Mike Brodi, Superintendent of DPW, 518-563-1120, brodia@cityofplattsburgh-ny.gov.
- d) Permit Holder will notify all the neighbors and adjacent property owners of the filming schedule.

9- INSURANCE: The permit holder agrees to comply with the insurance requirements attached hereto, and will provide said insurance in the form of a current, valid insurance certificate on the ACORD form, naming the City as "additional insured". This certificate is due on or before March 5, 2018, prior to the first move-in day. It is to be mailed or delivered to:
Beth Carlin, C/o City Hall, 41 City Hall Place, Plattsburgh, NY 12901

10- LIABILITY: The City shall have no liability for the loss, damage, or destruction of the permit holder's property, or the property of any sub-permit holder, sub-contractor, or agent of the permit holder, while such property is on the permitted premises, regardless of the cause of such loss, damage, or destruction. The permit holder agrees to hold the city harmless and indemnify it for any claim that may be brought against the City where it is alleged that injury, death, or property damage was caused or contributed to on the permitted premises during the term of this permit by any act or omission on the part of the permit holder, its sub-permit holder's, agents, or assigns.

11- PERMITS AND LICENSES: The permit holder warrants that all copyrighted material to be performed has been duly licensed or authorized by the copyright owners or their representatives, and agrees to hold the City of Plattsburgh harmless from any and all claims, losses, or expenses incurred with regard thereto.

12- DAMAGE OR DESTRUCTION OF THE PERMITTED PREMISES: Upon the expiration of the term of this permit, the permit holder shall surrender the premises in as good a condition as when received and shall be liable for the cost of cleaning, repairing, or replacing any part of the premises which is not surrendered in such condition. Said repair and/or replacement must take place within ten (10) days of the City's official notification to the permit holder of damage. In the event that the permitted premises are damaged or destroyed by fire, or other cause of casualty or act of God, or being picketed by a labor union, the City shall have no liability to the permit holder for any cost, expense, or other economic harm that it may suffer as a result of the City's inability to provide the permitted premises. The City agrees that if such an event does occur, it will notify the permit holder of its inability to provide the permitted

premises within three (3) business days of such damage or occurrence. If the permit holder believes that the scheduled event cannot occur, or that the above-mentioned events will have a material adverse effect on attendance, the City shall refund any moneys paid by the permit holder and the permit will be terminated, pursuant to this clause.

13- **ADVICE OR ASSISTANCE BY CITY EMPLOYEES:** The City shall have no liability for any advice or assistance provided by any City employee regarding the promotion, preparation, or conduct of an event. Any such advice or assistance that may be given is provided without charge and is not a service that the City is obliged to provide under this permit. No City employee has any authority to incur any costs or charges with third persons on behalf of either the permit holder or the City in connection with the event. No contract may be made, or goods or services purchased, by any person acting on behalf of the City without express written authorization, signed by the Mayor of the City of Plattsburgh. If the City provides the names of persons who provide a particular good or service, such information does not constitute a representation or warranty by the City that any goods or services provided by such persons will be satisfactory to the permit holder.

14- **SECURITY:** Security of permitted premises, personal property of the Permit holder and those of subcontractors of the Permit holder is the sole responsibility of the Permit holder. The City may require the Permit holder, at Permit holder's expense to provide security in the form of City Police personnel, Uniformed Private Security and/or other security personnel as deemed necessary and appropriate for the event.

15- **DEFAULT AND TERMINATION:** The following shall constitute events of default under this permit by the permit holder, and shall give the City the immediate right to terminate this permit agreement:


- A. The failure to pay any rent, fee, or charge when due.
- B. The filing of a petition in bankruptcy by or against the permit holder.
- C. Any material misrepresentation of fact.
- D. Failure of third parties, contracted by the permit holder, to appear at the event due to non-payment by the permit holder.
- E. The breach of any promise made by the permit holder in this permit.
- F. If the City has reason to believe that the permit holder has violated a law or ordinance, or that the Promotional advertising is false or misleading.

In the event the City commences an action to recover amounts due under this permit, or to enforce rights given or reserved to the City, in addition to any monetary damages which may be adjudged due to the City, the permit holder agrees to pay the City's reasonable legal fees, costs, and disbursements arising from said action.

16- ENTIRE AGREEMENT: This permit agreement, including all addenda, is the parties' entire agreement and may not be modified except in writing and signed by both parties. The rights and obligations created by this permit and the laws of the state of New York shall govern the parties' relationship as landlord and tenant.

In witness hereof, this agreement has been made as of the day and year written herein.

CITY OF PLATTSBURGH:


Colin Read , Mayor

03/02/2018
(Date)

PERMIT HOLDER:

(Authorized representative)

(Date)

(Print name)

(Phone #)

(Fax #)

E-mail: _____

PLATTSBURGH MLD MOVIE SUPPORT COST ESTIMATE

<u>HOURS</u>	<u>SALARY /</u>	<u>LINE TRUCK</u>
	<u>BENEFIT</u>	<u>COST</u>
	<u>COST</u>	

1. TWO MAN CREW AND LINE TRUCK ON STANDBY FOR
FILMING ON MARCH 5, 2018 FROM 4 PM TO 11 AM AT MONOPOLE SET.
TURN OFF LIGHTS ON MARGARET, AND TWO LIGHTS IN PROTECTION AVE.
THEN GO TO SAVE-A-LOT AND TURN OFF 5 LIGHTS AND RETURN TO
PROTECTION AVE AND STANDBY UNTIL COMPLETE APPROX. 11 PM
AND TURN ON LIGHTS AND TRAFFIC SIGNAL.

A. Salary for Two Man Crew	7	x	\$168.39		\$	1,178.73
b. Line Truck Usage	7	x		\$70	\$	490.00

SUBTOTAL \$ 1,668.73

2. TWO MAN CREW AND LINE TRUCK ON STANDBY FOR
FILMING AT BOBBY'S LOUNGE ON MARCH 6, 2018 FROM 5 PM TO 11 PM.
TURN OFF AND ON FOUR STREETLIGHTS ON S. CATHERINE.

A. Salary for Two Man Crew	6	x	\$168.39		\$	1,010.34
b. Line Truck Usage	6	x		\$70	\$	420.00

SUBTOTAL \$ 1,430.34

TOTAL ESTIMATED COST OF SUPPORT \$ 3,099.07

3/2/2018

Beth Carlin
Assistant to the Mayor
City of Plattsburgh
41 City Hall Place
Plattsburgh, NY 12901
Re: "Escape at Dannemora" Film Shoot REVISED Letter of Intent



Dear Ms. Carlin,

Possible Productions, Inc., in conjunction with Showtime, is currently in production an eight-part miniseries entitled "Escape at Dannemora". Based on the real-life events surrounding the prison escape at Clinton Correctional Facility, the series is directed by Ben Stiller and stars Benecio Del Toro (*Usual Suspects, Traffic*), Paul Dano (*Little Miss Sunshine, There Will Be Blood*) and Patricia Arquette (*True Romance, Boyhood*).

FIRST UNIT WORK

Scheduled to film on Monday, March 5th from approx. 6AM – 6PM, we are interested in staging SUNRISE & DAY scenes in the City of Plattsburgh.

Please see below details of our FIRST UNIT shoot:

Preparation date & time: Monday, March 5th from approx. 4AM – 6AM

Shoot date & time: Monday, March 5th from approx. 6AM – 6PM

* Please note, restoration work will be conducted after SECOND UNIT shoot

Scenes: Various actor walking scenes around Margaret St, Bridge St, & Protection Ave in Plattsburgh, NY

Cast & crew: Approx. 100 people

Vehicles: Six (6) equipment trailers, fourteen (14) campers, & ten (10) 15-passenger vans

Request Permission To:

- Clear & hold parking for PICTURE (please see map)
- Remove two (2) "Do Not Enter" signs located at the northeast & southeast corners of Bridge St & Margaret St (temporary signs to be provided by City of Plattsburgh)
- Schedule City of Plattsburgh Police Department for vehicular traffic control assistance from 5AM to approx. 6PM
- Utilize flaggers for vehicular traffic control
- Schedule City approved electrical company to TURN OFF lamplights for filming and TURN ON after filming, located on Margaret St bet. Bridge St & Brinkerhoff St.
- Schedule City approved electrical company to TURN OFF two (2) streetlights for filming and TURN ON after filming located on Protection Ave bet. Marion St & Margaret St
- Perform intermittently pedestrian traffic control during rolls & cuts
- Stage production equipment on sidewalk & curb lane. Will maintain pedestrian lane
- Film scene of actor walking:
 - Shot A: through Trinity Park
 - Shot B: on Margaret St bet. Court St & Clinton St
 - Shot C: Bridge St bet. Durkee St/ City Hall Pl & Margaret St
 - Shot D: Protection Ave at Margaret St to Monopole

Perform traffic diversion at the following locations:

- Bridge St at City Hall Pl/Durkee St – westbound traffic
- Protection Ave at Margaret St – westbound traffic

- Marion St at Brinkeroff St – northbound traffic

Perform intermittent traffic control during rolls & cuts:

- Court St at Margaret St – eastbound traffic (shot A & B)
 - Trinity Pl at City Hall Pl – westbound traffic (shot A & B)
 - Margaret St at Cornelia St – southbound traffic (shot A & B)
 - Margaret St At Bridge St – northbound traffic (shot B & C)
 - City Hall Pl at Bridge St – southbound traffic (shot C)
 - Durkee St at Bridge St – northbound traffic (shot C)
 - Peru St at Bridge St – northbound traffic (shot C)
 - Green St at Bridge St – southbound traffic (shot C)
 - Bridge St at Pike St – westbound traffic (shot C)
- (NOTE: Traffic will be controlled for shot D from the traffic diversion)

SECOND UNIT

Please see below details of our **SECOND UNIT** shoot:

Shoot date & time: Monday, March 5th from approx. 8PM – 11PM

Restoration date & time: Monday, March 5th from approx. 11PM – 11:59PM

Scenes: Various driving shots and establishing shot of Monopole

Cast & crew: Approx. 25 people

Vehicles: Two (2) equipment trucks, one (1) camper, & two (2) 15-passenger vans

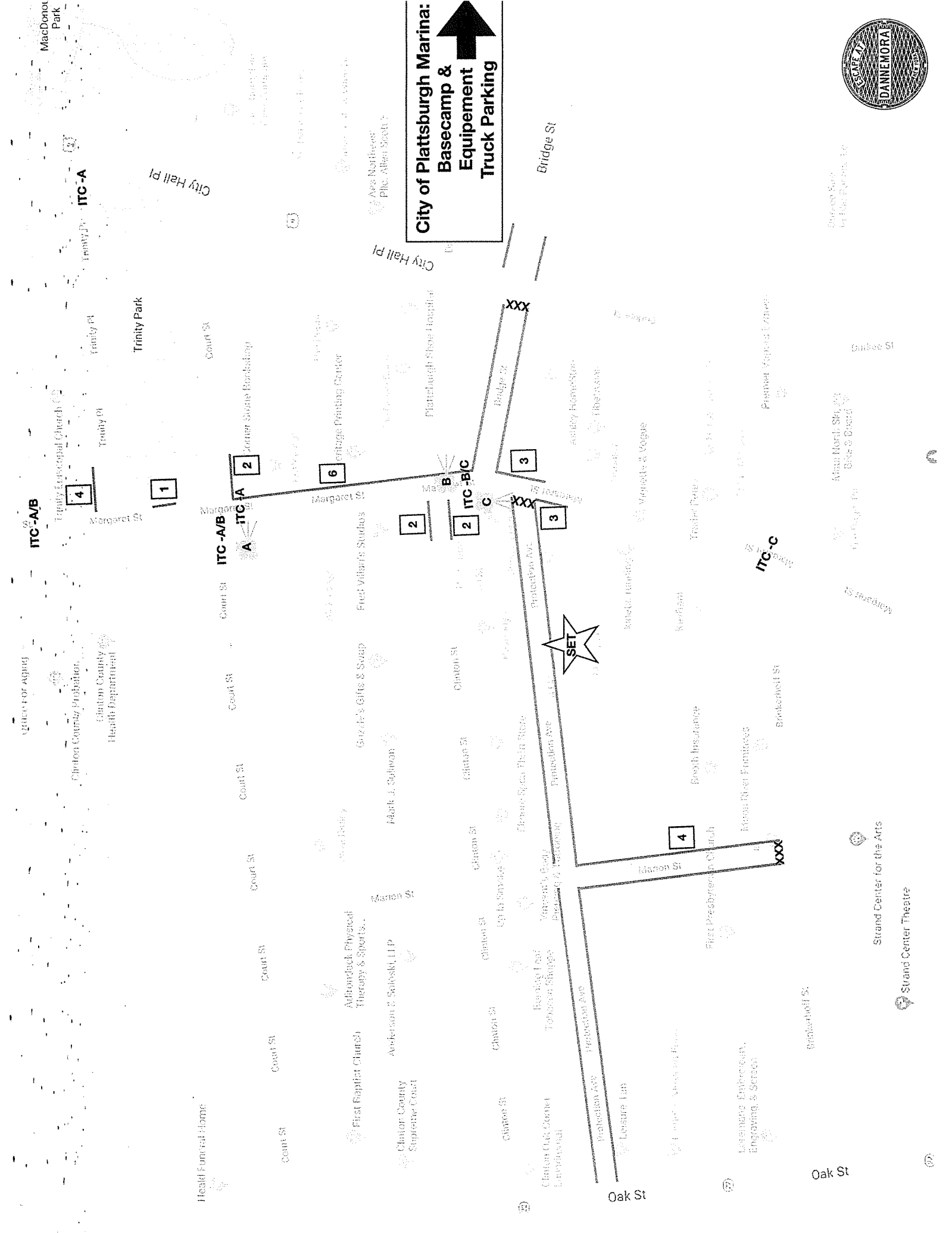
Request Permission To:

- Stage driving scene on City Hall Pl bet. Bridge St & Court St with normal traffic flow
- Stage driving scene on Bridge St bet. City Hall Pl/Durkee St
- Stage driving scene on Margaret St bet. Bridge St & Brinkeroff St
- Utilize FIRST UNIT'S parking plan. Will release any unnecessary parking
- Perform intermittent vehicular traffic control, if necessary (City of Plattsburgh PD to be scheduled from earlier 2nd Unit shoot)
- Perform intermittently pedestrian traffic control during rolls & cuts

I greatly appreciate your time and attention to our project and we look forward to working with you. I can be reach at 646) 761-9469 or via email (hyolocations@gmail.com) if you have questions or concerns.

Best regards,

Hyo Park
Location Manager



Strand Center for the Arts

Strand Center for the Arts

Strand Center for the Arts

Oak St

Strand Center Theatre



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/02/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher & Co. Insurance Brokers of CA., Inc. License #0726293 505 N. Brand Boulevard, Suite 600 Glendale CA 91203	CONTACT NAME: CBS Certificate Processing	
	PHONE (A/C, No, Ext): 877-790-8155 FAX (A/C, No): 818-539-1693	
	E-MAIL ADDRESS: CBS_Certificates@ajg.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Travelers Property Casualty Co of America	25674
	INSURER B: Travelers Insurance Co of Canada	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 799902976 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY		TC2JGLSA121D6189TIL17	12/31/2017	12/31/2018	EACH OCCURRENCE \$5,000,000
B	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		00234D6836	12/31/2017	12/31/2018	DAMAGE TO RENTED PREMISES (Ea occurrence) \$5,000,000
						MED EXP (Any one person) \$
						PERSONAL & ADV INJURY \$5,000,000
						GENERAL AGGREGATE \$15,000,000
						PRODUCTS - COMP/OP AGG \$5,000,000
						\$
A	AUTOMOBILE LIABILITY		TC2JCAP121D6190TIL17	12/31/2017	12/31/2018	COMBINED SINGLE LIMIT (Ea accident) \$5,000,000
	<input checked="" type="checkbox"/> ANY AUTO					BODILY INJURY (Per person) \$
	<input checked="" type="checkbox"/> OWNED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS ONLY	<input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY				PROPERTY DAMAGE (Per accident) \$
						\$
	UMBRELLA LIAB	<input type="checkbox"/> OCCUR				EACH OCCURRENCE \$
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE				AGGREGATE \$
	DED	RETENTION \$				\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	<input type="checkbox"/> Y / <input checked="" type="checkbox"/> N				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N/A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$
A	Auto Physical Damage		TC2JCAP121D6190TIL17	12/31/2017	12/31/2018	Comprehensive Ded. \$2,500 Collision Ded. \$2,500

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate Holder is deemed Additional Insured as required by written or verbal contract. Refer to attached General Liability endorsement (CG T8 31) for scope of Additional Insured status. Further, the Certificate Holder is included as a Loss Payee for Auto Physical Damage if required by written or verbal contract. This Additional Insured and/or Loss Payee status arises solely as respects the filming of the motion picture and/or television production: "ESCAPE AT DANNEMORA".

CERTIFICATE HOLDER	CANCELLATION
City of Plattsburgh 41 City Hall Place Plattsburgh, NY 12901	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY

BLANKET ADDITIONAL INSURED
(INCLUDING PRIMARY/NON-CONTRIBUTORY AND SEPARATION OF INSUREDS PROVISIONS)

This endorsement modifies insurance provided under the following:
COMMERCIAL GENERAL LIABILITY COVERAGE PART

1. WHO IS AN INSURED - (Section II) is amended to include any person or organization that you agree in a verbal contract or agreement or a "written contract requiring insurance" to include as an additional insured on this Coverage Part, but:
 - a) Only with respect to liability for "bodily injury", "property damage" or "personal injury"; and
 - b) If, and only to the extent that, the injury or damage is caused by your acts or omissions or "your work" or by your subcontractor in the performance of "your work" to which the verbal contract or agreement or "written contract requiring insurance" applies.

The person or organization does not qualify as an additional insured with respect to the independent acts or omissions of such person or organization.

2. LIMITATIONS

The insurance provided to the additional insured by this endorsement is limited as follows:

- a) In the event that the Limits of Insurance of this Coverage Part shown in the Declarations exceed the limits of liability required by the "written contract requiring insurance", the insurance provided to the additional insured shall be limited to the limits of liability required by that "written contract requiring insurance". In absence of a "written contract requiring insurance", the limits of insurance available to the additional insured shall be \$1,000,000 for the sum of all damages because of "bodily injury", "property damage" and "personal injury". This endorsement shall not increase the limits of insurance described in Section III - Limits of Insurance.
- b) The insurance provided to the additional insured by this endorsement shall be limited to the more restrictive of:
 - i. The scope of coverage required by contract or agreement; or
 - ii. What is insured by this Coverage Part.
- c) The insurance provided to the additional insured does not apply to "bodily injury" or "property damage" included in the "products-completed operations hazard" unless a "written contract requiring insurance" specifically requires you to provide such coverage for that additional insured, and then the insurance provided to the additional insured applies only to such "bodily injury" or "property damage" that occurs before the end of the period of time for which the "written contract requiring insurance" requires you to provide such coverage or the end of the policy period, whichever is earlier.
- d) If you have agreed to provide insurance to the additional insured pursuant to a contract or agreement with a third party media production company then the insurance provided to the additional insured shall be limited to liability for "bodily injury", "property damage" or "personal injury" caused by or arising from the specific media being produced on your behalf.

3. PRIMARY/NON-CONTRIBUTORY AMENDMENT TO OTHER INSURANCE CLAUSE

The insurance provided to the additional insured by this endorsement is excess over any valid and collectible other insurance, whether primary, excess, contingent or on any other basis, that is available to the additional insured for a loss we cover under this endorsement. However, if a "written contract requiring insurance" specifically requires that this insurance apply on a primary basis or a primary and non-contributory basis, this insurance is primary to other insurance available to the additional insured which covers that person or organization as a named insured for such loss, and we will not share with that other insurance. But the insurance provided to the additional insured by this endorsement still is excess over any valid and collectible other insurance, whether primary, excess, contingent or on any other basis, that is available to the additional insured when that person or organization is an additional insured under such other insurance.

4. CONDITIONS

As a condition of coverage provided to the additional insured by this endorsement:

- a) The additional insured must give us written notice as soon as practicable of an "occurrence" or an offense which may give rise to a claim. To the extent possible, such notice should include:
 - i. How, when and where the "occurrence" or offense took place;
 - ii. The names and addresses of any injured persons and witnesses; and
 - iii. The nature and location of any injury or damage arising out of the "occurrence" or offense.
- b) If a claim is made or "suit" is brought against the additional insured, the additional insured, must:
 - i. Immediately record the specifics of the claim or "suit" and the date received;
 - ii. Notify us as soon as practicable; and
 - iii. See to it that we receive written notice of the claim or "suit" as soon as practicable.
- c) The additional insured must immediately send us copies of all legal papers received in connection with the claim or "suit", cooperate with us in the investigation or settlement of the claim or defense against the "suit", and otherwise comply with all policy conditions.
- d) The additional insured must tender the defense and indemnity of any claim or "suit" to any provider of other insurance simultaneously which would cover the additional insured for a loss we cover under this endorsement. However, this condition does not affect whether the insurance provided to the additional insured by this endorsement is primary to other insurance available to the additional insured which covers that person or organization as a named insured as described in paragraph 3. above.

5. SEPARATION OF INSURED

Except with respect to the Limits of Insurance, and any rights or duties specifically assigned in this Coverage Part to the First Named Insured, this insurance applies:

- a) As if each Named Insured were the only Named Insured; and
- b) Separately to each insured against whom claim is made or "suit" is brought.

6. DEFINITIONS

The following definition is added to SECTION V. – DEFINITIONS:

"Written contract requiring insurance" means that part of any written contract or agreement under which you are required to include a person or organization as an additional insured on this Coverage Part, provided that the "bodily injury" and "property damage" occurs and the "personal injury" is caused by an offense committed:

- a) After the signing and execution of the contract or agreement by you;
- b) While that part of the contract or agreement is in effect; and
- c) Before the end of the policy period.